

## AGENDA

### COMMITTEE ON PUBLIC SAFETY AND TRAFFIC

September 26, 2006  
Aldermen Osborne,  
O'Neil, Shea, Roy, Long

6:00 PM  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)

1. Chairman Osborne calls the meeting to order.
2. The Clerk calls the roll.
3. Discussion relating to prohibiting trapping of animals in the City.  
**Gentlemen, what is your pleasure?**
4. Report from Police Department administration and Human Resources relative to review of pay and benefits in comparison to other NH and New England areas, and what is attracting certified officers to other areas.  
**Gentlemen, what is your pleasure?**
5. Communication from Mrs. Jyl Hamel regarding the lack of parking availability in the vicinity of Central High School.  
**Gentlemen, what is your pleasure?**
6. Communication from the Manchester Chamber of Commerce requesting that the two-metered parking spaces adjacent to the Manchester Information Center on Merrimack Street be reserved for use by the Granite State Ambassadors as previously allowed.  
**Gentlemen, what is your pleasure?**
7. Request for parking permits in the Middle Street Parking Lot as follows:
  - a) Bernard Gamache (18 spaces); and
  - b) Rachel Elfata of Pink Sapphire (1 space)**Gentlemen, what is your pleasure?**

8. Continuing discussions relative to crime prevention recommendations.  
**Gentlemen, what is your pleasure?**
9. Chairman Osborne advises that the Traffic Division has submitted an agenda, which needs to be addressed as follows:

**YIELD SIGNS:**

On Second Street at Queen City Avenue, southeast island  
On Second Street at Queen City Avenue, southeast corner  
Alderman Smith

**CROSSWALKS:**

On South Main Street, north of Harvell Street  
On Harvell Street, east of So. Main Street  
Alderman Smith

**RESCIND CROSSWALK:**

On Lowell Street, east and west of Ash Street (ORD. 1620)  
Alderman Duval

**STRIPED SINGLE YELLOW CENTER LINE:**

On Robert Hall Road from Litchfield town line to the Londonderry town line

**STRIPED STOP BARS:**

On Brent Street at Robert Hall Road  
On Vandora Drive at Robert Hall Road  
Alderman DeVries

**PARKING FOR PARK USE ONLY:**

Stevens Park Parking Lot, Corner of Tarrytown Road and Lake Avenue  
Alderman Osborne

**STOP SIGNS:**

On Maynard Avenue at Rosewood Lane, SWC, NEC  
On Rosewood Lane at Maynard Avenue, SEC  
Alderman DeVries

On Granite Street at West Street, NEC, 4-Way  
Alderman Thibault

**STOP SIGNS (EMERGENCY ACT):**

On Brunelle Avenue at So. Lincoln Street, NEC, SWC, 4-Way  
Alderman Garrity

On Douglas Street at Putnam Street, SEC, 3-Way  
Alderman Thibault

**2-HOUR PARKING (8AM-4PM/MONDAY-FRIDAY/EMERGENCY ACT):**

On Central Street, north side, from Tarrytown Road westerly to the dead end  
Alderman Osborne.

**2-HOUR PARKING (8AM-6PM):**

On Blodget Street, south side, from Elm Street to a point 112 feet easterly  
On Blodget Street, south side from a point 138 feet east of Elm Street to a point 18  
feet easterly  
Alderman Long

**2-HOUR PARKING (8AM-6PM/MONDAY-FRIDAY/EMERGENCY ACT):**

On Maple Street, east side, from Spruce Street to Lake Avenue South Back Street  
Alderman Osborne

**2-HOUR PARKING (8AM-2PM/MONDAY-FRIDAY):**

On Ash Street, east side, from Lowell Street to Bridge Street  
On Ash Street, west side, from a point 90 feet north of Lowell Street to Bridge  
Street  
Alderman Duval

**2-HOUR PARKING (8 AM-2PM/MONDAY-FRIDAY/EMERGENCY ACT):**

On Maple Street, east side, from Cedar Street to Spruce South Back Street  
Alderman Osborne

**RESCIND 30-MINUTE PARKING:**

On Blodget Street, south side, from Elm Street to a point 90 feet east (ORD. 2674)  
Alderman Long

**RESCIND 1-HOUR PARKING (8AM-4PM/MONDAY-FRIDAY/  
EMERGENCY ACT):**

On Central Street, both sides, from Tarrytown Road westerly to the dead end  
Alderman Osborne

**RESCIND 1-HOUR PARKING:**

On Brook Street, north side, from a point 20 feet east of Elm Street to a point 6-feet easterly (ORD. 2712)

Alderman Long

**RESCIND 2-HOUR PARKING (8AM-6PM):**

On Brook Street, north side, from a point 80 feet east of Elm Street to Elm East Back Street (ORD. 2713)

Alderman Long

**RESCIND 2-HOUR PARKING (8AM-6PM/MONDAY-FRIDAY/  
EMERGENCY ACT):**

On Maple Street, east side, from Cedar Street to Lake Avenue South Back (ORD. 8833)

Alderman Osborne

**NO PARKING ANYTIME:**

On Brook Street, north side, from Elm Street to a point 80 feet east  
Alderman Long

On Beech Street, west side, from Pearl Street to a point 75 feet northerly  
Alderman Duval

On Central Street, south side, from Tarrytown Road westerly to the dead end  
Alderman Osborne

On Weston Road, north side, from a point 118 feet west of Roysan Street to a point 95 feet west  
Alderman DeVries

**NO PARKING ANYTIME (EMERGENCY ACT):**

On Maple Street, east side, from Spruce Street, South Back Street to Spruce Street  
Alderman Osborne

On Page Street, west side, from Laydon Street to a point 60 feet north  
Alderman Pinard

On Jewett Street, east side, from Somerville Street to a point 85 feet south  
Alderman Shea

On Brown Avenue, east side, from a point 80 feet south of Pettingill Road to a point 180 feet southerly

Alderman DeVries

On McQuesten Street, north side, from the dead-end to a point 95 feet westerly

On Wheelock Street, east side, from West Hancock Street to a point 105 feet  
southerly

Alderman Smith

**NO PARKING (7AM-7PM/MONDAY-FRIDAY):**

On Hall Street, east side, from a point 30 feet south of Spruce Street to a point 37  
feet southerly

Alderman Osborne

**NO PARKING LOADING ZONE:**

On Blodget Street, south side, from a point 112 feet east of Elm Street to a point  
26 feet east

Alderman Long

**NO PARKING DURING SCHOOL HOURS:**

On Hoyt Street, east side, from Joshua Drive to a point 75 feet northerly

Alderman DeVries

**RESCIND NO PARKING (7AM-7PM/MONDAY-FRIDAY):**

On Hall Street, east side, from Spruce Street to a point 105 feet south (ORD 8417)

Alderman Osborne

**Gentlemen, what is your pleasure?**

10. Discussion relating to parking issues at Bridge and Union Streets in the vicinity of Pulaski Park as requested by Alderman Duval.

**TABLED ITEMS**

**A motion is in order to remove any of the following items from the table for discussion.**

11. Discussion relating to coordination of services and utilities during storm events such as what occurred on February 10, 2006 as requested by Alderman O'Neil.  
*(Tabled 03/21/2006 pending report from Fire and Police Departments.)*

12. Parking Study Recommendations.  
*(Tabled 04/18/2006 – previously forwarded under separate cover.)*
13. **STOP SIGNS:**  
On Lacourse Street at Rhode Island Avenue, NEC  
] On New York Street at Rhode Island Avenue, SWC  
Alderman Duval  
*(Tabled 05/16/2006)*
14. Discussion relative to Saturday parking fees.  
*(Tabled 06/20/2006)*
15. Discussion relative to building codes/ordinances plus infrastructure relating to health and safety issues as requested by Chairman Osborne.  
*(Tabled 08/01/2006 pending further information from the Building Department.)*
16. Communication from Manchester Neighborhood Housing Services, Inc. requesting residential parking at 3-7 Dow Street, 1382-1414 Elm Street and 1426-1470 Elm Street.  
*(Tabled 08/01/2006 at the request of Alderman Long.)*
17. If there is no further business, a motion is in order to adjourn.

**MassWildlife**

Contacts	What's New	Publications	Home
Hunting & Fishing	Outdoor Recreation	Education	Wildlife
		Fisheries	Endangered Species

## MOVING WILD ANIMALS IS AGAINST THE LAW!

Capturing a wild animal and releasing it in another area is prohibited by Massachusetts law. Rabies in raccoons is spreading throughout the eastern United States. Moving animals from one area to another may spread this or other diseases to new areas.

To protect people and wildlife, **DO NOT RELOCATE PROBLEM WILDLIFE!** Wild animals sometimes damage homes, gardens and lawns. Often people want to catch the problem animals and release them someplace else. Massachusetts law prohibits moving any live wild animal from one area to another. This law has been in effect for many years, protecting both people and wildlife.

### HERE ARE SOME REASONS WILD ANIMALS SHOULD NOT BE RELOCATED:

- **Capturing a wild animal and releasing it somewhere else may spread disease(s)** into populations of animals (including pets) that did not have the disease(s) previously. Diseases such as Rabies and Canine Distemper have been spread by people who captured an animal in one area and released it somewhere else.
- **Wild animals already live where you release your problem animal.** Wherever you plan to release a problem animal, there are already resident animals with established territories competing among themselves for food and denning sites. When a new animal is introduced, competition for these limited resources is intensified, causing increased stress and conflict within the resident population, as well as hardship or death for the relocated animal.
- **Relocated animals often return to where you caught them.** Squirrels, raccoons and other wildlife can return from translocations of 5, 10, or even 15 miles. Such animals are more likely to be killed by automobiles or succumb to other accidents as they cross unfamiliar areas while attempting to return to their original territories.
- **Relocation only transfers your problem to someone else.** In an unfamiliar territory, an animal accustomed to living near people is likely to seek out human habitations and damage

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someone else's property.

- **Moving an animal does not solve the problem.** Within a short period of time, other individuals of the same or another species will move in, unless food (garbage, pet food, grain) is removed, and access to gardens, chimneys and attics is blocked.

Information on methods or techniques to control damage caused by wildlife is available in the Wildlife Program area of our website or by contacting the MassWildlife District office which serves your community.

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Questions? Comments? Contact: *MassWildlife* at [Mass.Wildlife@state.ma.us](mailto:Mass.Wildlife@state.ma.us)

Date Last Updated: **April 12, 2004**

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*MassWildlife Home Page*

Massachusetts Department of Fish and Game

Executive Office of Environmental Affairs

Privacy Policy


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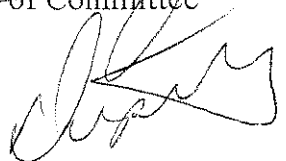


To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety and Traffic respectfully advises that it has requested the Police Department administration work with the Human Resources Director to review pay and benefits, comparing with other New Hampshire and New England areas, and look at what is attracting certified officers to other areas, and report back to the committee.

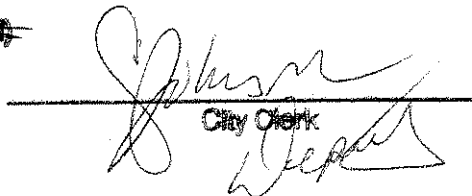
Respectfully submitted,

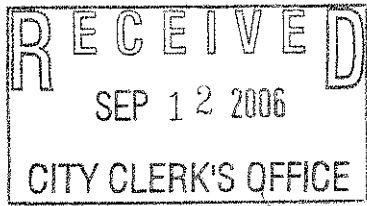
  
Clerk of Committee



*Unanimous vote*

At a meeting of the Board of Mayor and Aldermen  
held Sept. 5, 2006 on a motion of Ald. O'Neil  
duly seconded by Ald. Duval the report  
of the Committee was accepted and its recommendations  
(adopted) ~~(denied)~~

  
City Clerk



September 9, 2006

Dear Chairman Osbourne,

I respectfully request that your agenda for the upcoming meeting of the Mayor and Board of Alderman include the parking situation and safety issues related to the lack of designated parking availability for Central High School students. I would like to address this issue and share my concerns at that meeting. I have gathered information which will be helpful to our discussion. Thank you in advance for your time and consideration in this matter.

Respectfully Submitted,

Mrs. Fyl Hamel  
154 Fleming St.  
Manchester, N.H.  
03104  
(668-5999)

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July 24, 2006



To: Craig Smith, City of Manchester  
From: Robin Comstock, Manchester Chamber of Commerce

Re: Manchester Information Center

Cc: Judi Window, GSA, Managing Director

Encl: Granite State Ambassadors – Manchester Information Center Report



I am writing you to formally request the return of the original first two spaces of parking on Merrimack Street at the corner of Elm St. reserved (and dedicated) to our Granite State Ambassadors during their volunteer shifts at the Manchester Information Center.

In the spirit of providing background to a matter that precedes your tenure in the Mayor's office, please allow this overview.

When the Information Center was opened in 2002, two parking spaces were reserved for GSA's staff at the Center. When the 2002 fire occurred in the building now housing J.W. Hills, the Merrimack Street GSA parking was temporarily moved to Elm Street so construction trucks and trash containers could use the Merrimack Street GSA parking spaces during construction. The Granite State Ambassadors spaces were temporarily moved south of the Center on Elm Street at that time.

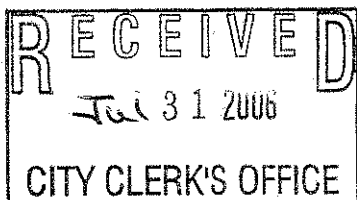
The GSA's understood the nature of need to move their spaces, and they very much wanted to support the reconstruction of the damaged building. However, the building reconstruction has been completed for months, and the GSA parking spaces have not yet been returned.

Craig, I am appealing to you for many reasons. Our Granite State Ambassadors are volunteers, and as such they do not have to work at the Center at all. And yet, they not only participate in formal training, they now open the Center itself for walk-ins and they also respond to the City's information phone lines providing invaluable service (for free) on many levels. Therefore, we should make every possible effort to support the needs of the volunteers to insure their comfort and safety, while providing support.

Most of our GSA's are seniors, some are challenged walking in rain, snow, or ice. Some are very nervous walking past the homeless who gather in the park. Most simply don't know why (when they are volunteering so many hours, to provide the City a free service) that we aren't working in the spirit of dedication and commitment to respond to their simple needs.

So, I am asking for help to return the two Merrimack Street parking spaces and signage that had been reserved for Granite State Ambassadors be returned to them.

Thank you in advance for your attention to this matter. It is always a pleasure to work with you, and your office on issues of shared interest.



889 Elm Street, Third Floor • Manchester, New Hampshire 03101  
P: 603.666.6600 • F: 603.626.0910 • W: [www.manchester-chamber.org](http://www.manchester-chamber.org)

NH'S LARGEST BUSINESS ASSOCIATION

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Manchester Information Center  
Granite State Ambassadors, Inc.  
Volunteer Training & Activity Report

Month	2004			2005			2006		
	# Vol	Vol Hrs	Inq to Vols	# Vol	Vol Hrs	Inq to Vols	# Vol	Vol Hrs	Inq to Vols
January	18	220.00	580	16	119.50	212	17	150.50	263
February	16	166.00	415	16	172.00	314	14	175.00	312
March	19	202.00	622	19	202.00	326	13	182.45	399
April	18	227.00	595	16	174.00	379	14	189.00	402
May	18	181.50	478	11	177.50	429	10	194.50	447
June	15	145.00	346	16	131.00	439	15	191.75	735
July	15	171.50	438	19	116.75	446			
August	17	140.50	375	13	125.00	494			
September	17	199.50	529	16	156.50	456			
October	23	234.50	486	18	192.25	465			
November	37	261.00	434	24	234.50	427			
December	20	187.50	237	24	163.00	318			
Annual Totals	60	2,336	5,535	48	1,964	4,705		1083.2	2,558

Total Hours volunteered since opening -

July 2002 - July 2006 - 8,628 hours

Total Guests served: 21,540 (no Rest Room visits included)



July 25, 2006

Mayor Frank Guinta  
One City Hall Plaza  
Manchester NH 03101

Dear Mayor:

I am the owner of 20 Market Street which is also known as the Parish House located behind City Hall. As you know, I have rented some space out in the building as individual commercial space. In doing so, I am in need of eighteen (18) parking spaces in the Franklin Street parking lot.

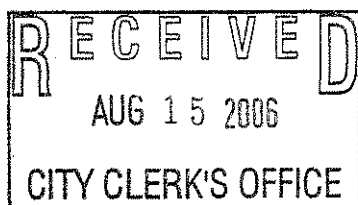
I understand that, at this time, there is a moratorium on issuing parking permits. To date, I have lost three (3) potential tenants to surrounding towns because of the moratorium. Therefore, I am formerly requesting from the traffic committee eighteen (18) parking spaces.

I would like to thank you in advance for anticipated cooperation in regard to this matter and anxiously await your decision.

Sincerely,

A handwritten signature in black ink, appearing to read "Bernard M. Gamache".

Bernard M. Gamache



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PINK SAPPHIRE  
834 ELM STREET  
SUITE 202  
MANCHESTER, NH 03101

July 29, 2006

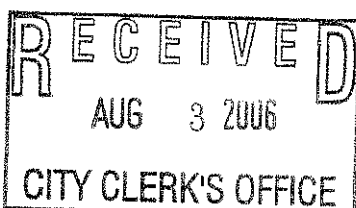
To Whom it May Concern,

I co-own a boutique and day spa in downtown Manchester. Currently we have two parking permits to the Middle Street lot. I am excited that our business is rapidly growing however, the location poses quite a problem with parking. I have noticed that there are many open permit spaces on a daily basis. I am writing to request another permit. We have a lot of clients whose treatments take longer than the two hour limit the metered parking offers. Please let me know what I need to do to acquire one more permit.

Thank You,

*Rachel N. Elfata*

Rachel Elfata



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Office of the Mayor  
Hon. Frank C. Guinta

# City of Manchester

IN BOARD OF MAYOR & ALDERMEN

DATE: August 8, 2006

ON MOTION OF ALD. Osborne

SECONDED BY ALD. O'Neil

VOTED TO refer to the Committee on  
Public Safety and Traffic.

*Sub. Bermer*  
CITY CLERK

TO: Board of Aldermen  
FROM: Frank C. Guinta, Mayor  
DATE: August 8<sup>th</sup>, 2006  
SUBJECT: Further Crime Prevention Recommendations

Last Tuesday, I called for tonight's special meeting in hopes that together, we will be able to come up with a comprehensive plan to prevent crime in Manchester.

The first three components of the plan have already been announced over the past week:

- 1) Increasing our Reserve Officer Corp to 20
- 2) Increasing Community Involvement in Policing
- 3) Increasing High Visibility/High Intensity Patrols in "Hotspots."

After much thought and discussions with various stakeholders, I have identified the following ten additional measures that I submit to you for your discussion and consideration.

- 1) A Board commitment to adding 10 new officers to the compliment in the next 2 years.
- 2) Reactivating the Neighborhood Enhancement Team (NET) to ensure landlords act responsibly.
- 3) Reinstating the School Resource Officers (SRO) into the middle schools
- 4) Bringing back DARE via funding from the business community
- 5) Expanding Weed and Seed to the West Side
- 6) Additional (community supported) Police Substations
- 7) Seeking and Applying for more police grants
- 8) Beef up and publicize Citizen's Police Academy
- 9) Implement Intergraph System and Compstat
- 10) Conduct Convenience Store Security Audits (already underway)

Of course, this is a collaborative effort, so these are my suggestions to be added to yours. I firmly believe that these measures will make a real difference in preventing crime in the city.

I look forward to a spirited and informative discussion about these and all of your ideas tonight.



# CITY OF MANCHESTER

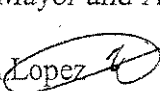
## Board of Aldermen



August 1, 2006  
In Board of Mayor and Aldermen.

### MEMORANDUM

To: Board of Mayor and Aldermen

From: Alderman Lopez 

Date: July 31, 2006

Re: Increasing/Utilization of Retired Reserve Police Officers

On motion of Alderman Lopez, duly seconded by Alderman DeVries, it was voted to approve the conceptual plan increasing Reserve Police Officers to 20 and refer to the Special Meeting of the Board of Mayor and Aldermen to be held on August 8, 2006

  
City Clerk

For a number of months, I have studied the issue of more police officers. As you know, we have recently hire more police officers but that's not the whole story. Regular officers are tied up with certain jobs that take them off the street. Some of these jobs could be done by reserve officers. After studying what needs to be done, it is my opinion that having a larger reserve force could help in many areas that would keep the regular officer on the street. During this process, I have worked with both the Police Chief and Police Union to move forward with this plan.

I, therefore, respectfully request that the enclosed document be approved under new business on August 1<sup>st</sup> in order for the Chief of Police to start implementing this 20-man reserve force that will assist him to have regular officers to be on the streets by providing reserve officers when needed to supplement the force in areas such as booking, crime scene, or extra detail or using reserve officers for serving subpoenas as agreed by the union. One other area maybe reserve officers could be used would be as PCO's (Parking Control Officers) with such money coming out of the enterprise fund.

Again, I am requesting approval without it being referred to any committee in order so that the Police Chief shall be allowed to implement this plan in light of what is currently happening with crime here in the City of Manchester.

pc: John Jaskolka, Chief of Police  
Virginia Lamberton, Human Resources Director  
Officer Todd Boucher, Patrolman's Union President

**IN BOARD OF MAYOR & ALDERMEN**

**DATE:** August 8, 2006

**ON MOTION OF ALD.** Osborne

**SECONDED BY ALD.** O'Neil

**VOTED TO** refer to the Committee on Public Safety and Traffic.

  
CITY CLERK

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## CITY OF MANCHESTER Board of Aldermen



July 31, 2006

The Honorable Board of Mayor  
and Aldermen  
One City Hall Plaza  
Manchester, NH 03101

Re: Increasing/Utilization of Retired Reserve Police Officers

Dear Colleagues:

First, let me say that I believe, as many members of the Board do, *that what we need is more police officers now*. The question is how we get there. The cost of police officers is a lot but I think that there is no need to wait when we can do it with little money and have police officers on short notice by increasing our reserve force.

- **Retire reserve officers are already familiar with the standard operating procedures** of the Manchester Police Department. These officers would be able to assimilate quickly into the ranks of the Police Department during an emergency situation.
- **In the event of a disaster the Police Department would have a reserve force to call on** for assistance. During an emergency it is unlikely that the New Hampshire State Police or the Hillsborough County Sheriffs Department would have extra manpower to send to us for assistance. They would likely be strapped for manpower during a disaster as well.
- **Using reserve officers for special circumstances and details** when full-time officers cannot or do not want to fill those assignments **would benefit the Police Department and the City by placing more uniformed officers on the street**. These reserve officers already have all the necessary training skills as regular full-time officers. During emergency situations they could be used strategically to replace full-time officers who would now be available to respond to calls for service. Reserve officers could be used to assist in booking during busy times instead of pulling an officer off the street.

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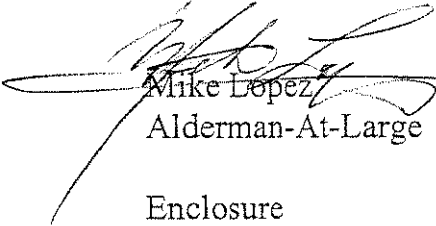
The Honorable Board of Mayor  
and Aldermen  
July 31, 2006  
Page 2

- **A larger reserve force could help save the Police Department and the City money.** Increasing the size of the reserve force would encourage senior officers to retire. This would allow the Department to hire new officers at a much lower pay rate. Younger officers generally use less sick time and are less likely to get injured on the job. A larger reserve force would also cut down on overtime costs. Instead of ordering a full-time officer to stand by a crime scene or waiting with a prisoner at the hospital, the department could call upon a reserve officer.
- **The reserve officers could be self-funded.** The current billing rate for details encompasses monies for retirement. The reserve officers do not pay into retirement. These monies and a lower detail rate paid to the reserve officers could be put into a fund. This fund could be used to cover the expenses of required training and equipment. It could also be used to pay the reserve officer when they are assigned to assist regular officers (but not more than 8 hours per month).

These are just some of the ways the Police Department and the City could benefit from a larger reserve force. Currently, we have four reserve officers which is less than two percent (2%) of the police force. Let's increase this to a more realistic number of officers.

I recommend that the Board authorize the Chief of Police to hire up to 16 more retired reserve police officers and ask all members of the Board to support this recommendation. As you can see from the enclosed example, in time there can be a self-sufficient fund for a police reserve force. Please note that I have informed both the Chief and union of this plan.

Sincerely,



Mike Lopez  
Alderman-At-Large

Enclosure



## RESERVE OFFICERS PLAN

Present System 2006 --

Example:

- present system is six (6) officers positions
- two (2) have resigned
- leaving only four (4) officers left
- police operating budget for 2006 contained money for officers to work @ 8 hours/month (these officers were paid hourly rate of \$18.66
- total hours was 406.50 which = \$8,665.95 directly for the MPD budget
- reserve officers are provided with a firearm and pick up a radio when working a detail

## EXTRA DETAIL COST PAID BY VENDOR


At present, MPD has four (4) officers that should continue and be grandfathered in at the detail rate they have been receiving which is \$35.26.

- \$5.48 for fund x 4 hours minimum = \$21.92 x 4 officers = \$87.68 x 30 minimum events = \$2,630.40 in special fund.

### Recommendations:

Special fund source for the future or additional needs.

Example:

- price charged for detail officers is \$40.74 an hour
  - \$32.00/hour for 16 new reserve officers
  - balance \$8.74 placed into special fund
- 

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- over time special fund should reach approximately \$20,000 for the Police Chief to use at his discretion

The most important thing is to build up the fund in the event more officers would be needed at any given time in order to assist the Chief in providing safety to our citizens. In time, this would provide to be a great resource for not only the Police Department but the City as well.

Please note that the MPD vacancy monies could also be used for reserve officers to work 8 hours/month, since the MPD is budgeted at no additional cost to the taxpayers. The Chief would have 20 reserve officers when needed in case of emergency.





# CITY OF MANCHESTER

## Board of Aldermen



August 8, 2006

IN BOARD OF MAYOR & ALDERMEN

DATE: August 8, 2006

ON MOTION OF ALD. Osborne

SECONDED BY ALD. O'Neil

refer to the Committee on  
VOTED TO Public Safety and Traffic.

*Sh. D. Blum*  
CITY CLERK

The Honorable Board of Mayor  
and Aldermen  
One City Hall Plaza  
Manchester, NH 03101

Re: Short and Long-Term Solutions to Crime Problems

Dear Colleagues:

I would like to offer the following suggestions to the Board of Mayor and Aldermen. We all are concerned with recent crimes including but not limited to the increase in violent crimes and the use of weapons in our City. I offer the following suggestions as a way to curtail activity immediately and continue the progress in a sustainable manner.

- Increase the complement above 215. Currently, there are only 193 active on the streets; our police force growth should match our growth in population.
- Implement more two-man response cars, all street work - no paperwork.
- Increase the starting pay for certified officers coming to Manchester.
- Increase the overall pay level to recruit and retain officers.
- Nationwide search for bilingual officers, only 5 officers are Spanish-speaking.
- Implement a program to retain retiring officers for the reserve list.
- Focus on early education in schools, DARE officers, School Resource officers, and possibly other youth positions should be the responsibility of the City and not the School District. The mission of our schools is different than that of our Police Department.

- OVER -

Honorable Board of Mayor and Aldermen

August 8, 2006

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- Gun buy-back program...every weapon on the street can potentially be used for a violent crime. An average drug user may prefer cash in their pocket rather than a weapon.
- Change "Standard Operating Procedures" to reflect the priorities of a patrolman.  
(For example: end response to minor traffic accidents, if there is no bodily injury and/or less than "X" dollar amount damage to both vehicles.)
- Better use of technology...create on-line services for accident reports.
- Work with neighborhood groups to promote a close-knit community environment in high density/high crime areas.
- Pride in neighborhoods...add at least one (if not two) new Zoning Compliance officers. It is impossible for patrol officers to combat drug and gun violence while other ordinance violations go unaddressed due to lack of manpower.
- Add the Solid Waste Compliance Officer...again, the areas of high density with non-compliance with zoning and/or trash ordinances are the first strongholds for drugs and gang activity.

It is my belief that the initial taxpayer pain of implementing the above suggestions will soon be a minor inconvenience if a continuation of current high profile crimes starts to affect our tax base. The State of New Hampshire mandates an updated revaluation every five years; it will not take a large percentage downturn in high crime areas to cost the taxpayers much more than adequate preventative measures. I offer these suggestions and am willing to work with anyone in order to improve and protect our city.

Respectfully yours,



Mark E. Roy  
Alderman - Ward 1





# CITY OF MANCHESTER

## Office of the City Clerk



Leo R. Bernier  
City Clerk

Carol A. Johnson  
Deputy City Clerk

Paula L-Kang  
Deputy Clerk  
Administrative Services

Matthew Normand  
Deputy Clerk  
Licensing & Facilities

Patricia Piecuch  
Deputy Clerk  
Financial Administration

### MEMORANDUM

To: All Aldermen

From: Paula L-Kang *PLK*  
Deputy Clerk

Date: August 9, 2006

Re: Reserve Officers Information

Enclosed please find information which Alderman Lopez requested be distributed to members of the Board.

Enclosure

pc: Mayor Guinta

## RESERVE OFFICERS

### I. PURPOSE

The purpose of this directive shall be to establish guidelines for the hiring, training, equipping, utilization, and requirements concerning Reserve Officers in the City of Manchester. (CALEA 16.3.1)

### II. POLICY

It is the policy of the Manchester Police Department to maintain a specific number of Reserve Officers as approved by the Chief of Police. Reserve Officers will not replace full-time officers, but will meet the same standards and requirements of our full-time certified officers.

### III. DEFINITION

A RESERVE OFFICER is a sworn part-time, fully certified and trained law enforcement officer appointed by the Chief of Police. Selection criteria for reserve officers shall be consistent with the selection of full-time officers. (CALEA 16.3.2/16.3.3)

### IV. PROCEDURES

- A. Reserve Officers will be assigned to the Patrol Division, but may be reassigned to tasks outside the division if the need arises.
- B. Reserve Officers will not belong to certain professions, occupations, groups, or organizations that have a likely or potential conflict with the interest of the Manchester Police Department as determined by the Chief of Police.
- C. Reserve Officers will possess the same powers and authority as that of a regular full-time police Officer, and as such, will be held to the same standards, regulations, rules and policies of the Manchester Police Department

### V. DUTIES/ RESPONSIBILITIES

- A. The primary duty of the Reserve Officer is to assist and support full-time personnel in the day-to-day delivery of law enforcement services to the community of Manchester. Reserve Officers will be assigned to patrol functions to assist and supplement the full-time officers. Some of these functions include, but are not limited to serving subpoenas, working special



events, assisting in the booking area, traffic control duties, park patrol, and working extra-details.

- B. Reserve Officers will be required to make themselves available to the needs of the department, and as such may be required to work weekends, nights and holidays. Work hours will vary depending on the needs of the department with no minimum weekly work hours guaranteed. Reserve officers will be required to work a minimum of 8 hours per month exclusive from any extra details worked.
- C. Reserve Officers will be scheduled for not less than a three-hour duration per shift.
- D. Reserve Officers must honor court subpoenas arising out of their police duties with the Manchester Police Department, even if such appearance in court is in conflict with other activities or employment.
- E. Reserve Officers will only be permitted to work extra details after the detail is first made available to the full-time officers and still remains unfilled. Reserve Officers will be permitted to fill these vacant details no more than 16-hours prior to the start of the detail.
- F. The normal extra-detail rate of pay will apply to Reserve Officers working an extra-detail. However, Reserve Officers assigned to work special events will be compensated at their normal rate of pay.
- G. Reserve Officers are required to fill out and turn in a daily log outlining their activities at the end of each shift.
- H. All rules, regulations, policies, procedures, directives, and orders that are applicable to full-time officers shall also apply to Reserve Officers.

## VI. HIRING/TRAINING

- A. Reserve Officers are required to have first successfully completed the New Hampshire Police Standards and Training Council **full-time** Police Officer Training Academy, Manchester NH In-house Training Program, and the Manchester NH Police Field Training Program.
- B. As a condition of hire, the candidate must first successfully complete a pre-employment medical physical.
- C. A Reserve Officer will participate and successfully complete in-service training as required of all full-time members, to include Use-of-Force and

## Reserve Officers

firearm proficiency training. The Training Division will coordinate and schedule all required training. (CALEA 16.3.5 / 16.3.6)

### VII. UNIFORM/EQUIPMENT

- A. Reserve Officers uniform and equipment are the same as those for full-time officers performing like functions, with the exception of a rocker panel under the shoulder patch. Reserve Officers shall be issued the 500 series of badge numbers. (CALEA 16.3.4)
- B. Uniforms and equipment will not be issued to Reserve Officers. It will be the responsibility of the Reserve Officer to purchase all required uniforms/equipment. Only departmentally authorized uniforms and equipment shall be permitted for wear during work use.
- C. All Reserve Officers will be issued a departmental weapon and duty ammunition. (CALEA 16.3.4)

### VIII. LIABILITY COVERAGE/ EMPLOYMENT BENEFITS (CALEA 16.3.7)

- A. Reserve Officers will be covered with the same liability insurance protection as that of full-time officers in the City of Manchester NH.
- B. Reserve Officers will receive no employment benefits from the City of Manchester.
- C. The Reserve Officers hourly rate of pay will be based on the fixed first year patrolmen pay grade (grade 18 step 1). No annual anniversary step increases will be provided to Reserve Officers.

05/02 Approved      Accreditation Committee  
Chief of Police

REVISED 9-30-02

IN BOARD OF MAYOR & ALDERMEN

DATE: August 8, 2006

ON MOTION OF ALD. Osborne

ERIC SAWYER

SECONDED BY ALD. O'Neil

40 Wilmot Street

Manchester, NH 03103-6672

VOTED TO refer to the Committee on Public Safety and Traffic.

Phone: (603) 623-6839

E-Mail: eric.sawyer@comcast.net

CITY CLERK

Wednesday, August 02, 2006

Deputy Chief Gary T Simmons  
Manchester Police Department  
351 Chestnut St.  
Manchester, NH 03101

Subject: Tackling Manchester's Crime Problems

Thank You for taking the time to discuss a few ideas that may be effective in curtailing some of the violent crime that has been plaguing some of Manchester's neighborhoods. As you know during the seventies I earned a portion of my graduate school education at Tulane University in New Orleans as a police officer. Although it was some time ago some of the methods that we used to quell various regional outbreaks of crime may still prove to be effective in today's climate, additionally some of them may seem heavy handed for a city like Manchester. In general both the public and the courts have given the police great latitude when they are trying to wrestle a neighborhood back from a criminal element.

**Felony Action Squads** — these were heavily armed plain cloths officers that patrolled high crime areas. There sole or primary responsibility was to respond to crimes in progress. The key to there success was response time to a crime in progress, there deployment was such that there response time was under three minutes with a typical response time of ninety to one hundred twenty seconds. They were deployed in both one man and two man cars again the key to there success was response time. As you know it is seldom that responding officers will arrive on the scene in time to observe the perpetrators still engaged in there criminal enterprise — this was not the case for felony action squad members they would often arrive on scene to find the perpetrators still engaged in there criminal act. Making these squads work requires more than fast cars and highly aggressive officers. One essential aspects planning and anticipation having preplanned responses for the majority of anticipated crime scene locations — often the preplanned rapid and aggressive response will tend to through the perpetrators off balance.

**Intelligence** — Many police department undervalue the benefits a strong intelligence unit can provide. A good intelligence unit can monitor the pulse of neighborhoods throughout the community. The old fashion cop on a beat used to now everything about everyone one his beat that used to be the extent of a departments intelligence resources. Modern intelligence units can gather information on various actors and players through out the community in numerous ways, surreptitious conversations, video surveillance, audio

surveillance, infiltration. Parties that enter into plea bargains can be subjected to intensive profession debriefing as to there activities and there associates activities a condition of there plea bargain. The practice of using agents as cellmates to engage subjects of interest can also yield a degree of useful intelligence. The standards for obtaining intelligence are considerably more liberal and contain a high degree of latitude that those for use in legal proceedings. Once an individual or an activity or series of activities is judge to be a serious risk to the community all intelligence methods and resources should be available to the intelligence case officer —, business records, federal state and local tax information, membership in professional and social organizations, pubic records, credit history, work history, military history, consumer information, telephone records and any other such information that may be useful. Collecting this much information on any individual raises serious questions of privacy so there should be a review process that periodically assesses the need to retain such information. Developing a good intelligence division requires commitment, tenacity, diligence and perseverance, nonetheless it can return huge dividends. The formation of an intelligence group at this point in time is not likely to yield useful information for the current crisis, it will however provide invaluable information in dealing with or preventing the next crisis.

**Technology** — Video camera have proven effective in both deterring criminal activity and in apprehending the perpetrators of criminal acts. Entire neighborhoods can be blanketed with video cameras sending digital wireless signals back to a central monitoring and recording location. When combined with facial recognition technology the ability to maintain surveillance on selected individuals of interest in virtually limitless.

**Mobile Reserve** — This is yet another specialty squad, usually consisting of uniformed officers that can be deployed to high crime areas or areas with a high number of calls for service, mobile reserve units are typically used by commanders or police supervisors to blanket a patrol sector experiencing a large number of calls for service.

**Auxiliary Officer Corp** — Many communities have auxiliary officer corps. Auxiliary police officer corps are commonly found in rural communities where there would be very few regular sworn officers frequently this small complement of officer would be charged with the patrol coverage of a large geographical area. Among other things these auxiliary officers in theses situations are used to provide a greater police presence. Auxiliary officers are also common in large metropolitan cities where they serve as a manpower complement to the regular force — providing a partner in many cases. Commonly when a two man car makes an arrest they separate with one officer processing the arrested individual and the other officer returning to patrol with an auxiliary officer as a partner — this procedure allows for an effective police presence on the street while one officer of the team is predisposed in processing the arrest. In many cases those who serve as auxiliary officers are individuals with a strong commitment to the communities in which they live — many are young professionals looking to serve there communities some are young lawyers looking to gain experience and insights from the other side of the tracks. In most programs the auxiliary officer attends the police academy and achieves state

certification they receive a uniform stipend but no other income and they must serve a minimum number of hours each month — commonly 60 hours/month. Most jurisdiction pair an auxiliary office with a regular office throughout there tour of duty.

**Vehicle Impoundment** — In most states the police have wide discretion in their authority to have vehicles towed and most of these authorities are subjective. Towing a vehicle sends a powerful message. Individuals who frequent a high crime area who have a reputation for mischievous activity would often find there vehicles towed. Towing a trouble maker vehicle accomplishes several things, it usually puts a crimp in any mischievous activity the trouble maker may have intended to partake or instigate, for it could take several hours to properly process an impounded vehicle. Once the vehicle is towed to an impound lot it must checked for stolen — checking the various vehicle identification numbers, chassis, engine block, frame, rear end axle etc could take some time. The towed vehicle must also be searched and inventoried and of course should the police come across contraband while searching and inventorying the vehicle then they would have an obligation to take appropriate action — if drugs are found there may even be a consideration of assets forfeiture. ( As a police officer I had a criminal situation festering in a neighborhood in my area of responsibility after having the instigators cars towed a few times the individuals moved on to cause mischief at another location. It should also be mentioned that a few of these individual were arrested for narcotics violations when narcotics was discovered in there vehicle during impoundment inspection and inventory). Simply having a reputation of towing vehicles can have a positive effect in lowering crime — individuals as less likely to engage in nefarious activity if the know their egress from the area maybe impaired.

**Total Municipal Effort** — The combined resources of the community are essential to build a synergy of effort. Although in this regard Manchester has somewhat less authority than most communities across the country nonetheless a great deal can still be accomplished with a total municipal effort. Should Manchester seriously desire to tackle some of the issues associated with absentee landlords the city should give serious consideration to requiring occupancy permits particularly for rental properties — commercial and residential. Occupancy permits would be a great help in fighting systemic neighborhood crime, particularly where absentee landlords are involved — in most communities occupancy permits can be immediately revoked if persons other than those listed on the permit occupy the premises, if more people stay over night in a permitted occupancy than the permit allows, occupancy permits can be revoked if the permitted occupancy is involved in certain types of criminal activity — narcotics distribution, illegal possession of fire arms or explosives. Occupancy permits are usually issued by a communities building department with sign offs by the health and fire departments — typically these departments retain the right to conduct periodic compliance inspections usually annually or in the event they believe there to be a life safety violation. *Violating the conditions of an occupancy permit in effect allows the city to evict the occupant.* Additionally, if an occupancy receiving Federal Section 8 housing assistance is a location of suspected criminal activity the city can initiate proceeding to have the occupants section 8 housing assistance terminated and revoked. I would submit

that a good many absentee landlords are also section 8 landlords. Further I believe if a section 8 landlord has a history of criminal activity — particularly narcotics activity in there housing a landlord can have section 8 status revoke for all there rental property.

Sincerely;

Eric Sawyer

#### Addendum For Other Readers

As many of you know I earned a good portion of my graduate education as a police officer for Tulane University in New Orleans — most of my time as a Tulane Office I walked a beat around the Tulane Medical School Complex and Charity Hospital in downtown New Orleans. In the performance of these duties I was exposed to a level of violent crime that I hope Manchester never sees the likes off. After listening to Manchester's crime problems at the Aldermanic meeting the other night I had a short talk with Deputy Chief Gary Simmon's about some steps I thought the city could take to combat the current situation and keep it from rising up again. I did not take the time to couch the suggestions in the most diplomatic of language but they are listed below and attached as a letter I sent to the Deputy. In reading these recommendation one may get the impression that I condone heavy handed tactics that is far from the case — to get these situations under control I whole heartedly endorse pushing the envelope but not tearing it.

One other note after policing a really tough neighborhood I became very hardened officer and I more or less lost touch in how to deal with the public/victims in other police situations — I specifically recall I lost my easy going attitude in crowd control situations and keeping a lid on the piece at sporting events. This is something Manchester should guard there officers against it is very important for 99% of the time officers are not dealing with violent situations-this should not be confused with letting there guard down just the opposite.

If I can be of any further assistance please do not hesitate to call me at 623-6839. There is quite a lot I could say on the matter and I have tried to make my comments as brief as possible.



**John A. Jaskolka**  
*Chief*

# City of Manchester Police Department

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Calvin T. Cramer  
John J. Tenn  
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Thomas J. Hammond  
**Deputy Chiefs**  
Richard P. O'Leary  
Glenn S. Leidemer  
Gary T. Simmons  
**Executive Secretary**  
Kim Demers

15 August 2006

Alderman Osborne, Chairman  
Public Safety and Traffic Committee  
One City Hall Plaza  
Manchester, NH 03101

Re: Analysis of Crime Prevention Recommendations

Alderman Osborne and Committee Members:

As directed by the Board of Mayor and Alderman, I offer the following analysis of the Crime Prevention Recommendations:

- Increasing our Reserve Officer compliment to 20

Reserve Officers currently work 8 hours per month and are used to serve subpoenas and juvenile petitions. Those functions help eliminate some of the administrative responsibilities full-time Officers are often tasked with. And, on occasion, if they are on-duty when an event occurs, they are used for traffic control at accidents and fire scenes.

As to what additional benefit would be derived from increasing the compliment, there are still a number of unanswered questions surrounding the circumstances in which they could be used to replace full-time Officers. That said, we support the concept and while I am confident that the mechanics can be worked out, contractual issues need to be resolved.

- Increasing community involvement in policing

Our department is constantly working to foster better relationships with the community. We believe that a stronger partnership with the community will lead to improvements and enhance the quality of life in the neighborhoods, and will also aid in the prevention of crime.

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



We currently have 12 neighborhood watch programs, with 3 more on the horizon.

- Increasing the High Visibility/High Intensity Patrols in 'hotspots'

This multi-agency initiative has already begun and we fully expect the program to be very successful.

- Increasing the Department's compliment of Officers to 225 by adding 10 new Officers in the next 2 years.

We strongly support this recommendation. The most recent FBI Uniformed Crime Report reflects that the national average of Officers per 1,000 people is 2.3. That translates to 253 for the City of Manchester. Our current compliment stands at 215.

Currently the biggest need is for uniform patrol officers and that is where a significant portion of our personnel are assigned, but that comes at the expense of the Detective Division. The Detectives are doing an exceptional job of investigating major crimes, but those investigations are manpower and time intensive and the byproduct is; less significant investigations are delayed.

- Reactivating the Neighborhood Enhancement Team [NET] to ensure landlords act responsibly.

The NET unit is a valuable tool in targeting health violations, fire & electrical code violations and building code violations. They also target liquor establishments looking for liquor law violations and overcrowding.

Since the August 8<sup>th</sup> BMA meeting, I have met with the City Clerk's Office and plans are underway to convene a meeting with representatives of the Fire Department, Health Department, Building Department, and the New Hampshire State Liquor Commission.

- Reinstating the School Resource Officers (SRO) into the middle schools.

We believe that this is a valuable program for our School District. From September 1<sup>st</sup>, 2005 through June 28<sup>th</sup>, 2006 the Juvenile Unit investigated 1602 cases. Of those cases, the School Resource Officers investigated 794 or 49%.

In addition to the statistical data that reflects their investigative activity, SROs foster trust and favorable relationships with the students and provide guidance and counseling. Based on those relationships and the trust that accompanies them, there are many examples of students disclosing abuse and neglect issues





that would not have come to light, as well as instances of students providing information relating to criminal acts.

SROs also identify behaviors or conditions that may harm a student. This ranges from the serious drug and sex related events to the more mundane issues of traffic patterns, parking, and monitoring school safety issues. And, all SROs are trained in school safety protocols and act as first responders to terrorist incidents and other disasters.

- Bringing back DARE via funding from the business community.

While the DARE program provides an additional educational opportunity for school children, if the monies for the program are not generated from the business community, we will not be assigning Officers to re-institute this program.

- Expanding the Weed & Seed program to the West Side.

The Weed & Seed program, funded through the United States Attorney's Office, has proved itself as an exceptional program, one that is very beneficial for the City and we strongly support securing additional grant monies to expand the program to the West Side. That said, it is our understanding that once implemented there is no mechanism to expand the geographic area of the program, but we will revisit the proposal with the United States Attorney.

- Additional (community supported) Police Substations

We just opened a new substation in the center city area, giving the city a total of 3. We also have 1 Officer assigned full-time to the S. Elm St. housing development and 1 assigned full-time to the Kelly Falls development. Each works out of an office provided by the Manchester Housing Authority.

Additional substations that are properly manned and active would provide an excellent opportunity to gain significant inroads into the neighborhoods, but to be successful there needs to be sustained involvement from the community.

- Seeking and applying for more police grants.

We strongly support this recommendation and are anxious to begin working more closely with Dennis Hebert.

- Beef up and publicize the Citizen's Police Academy.

This is addressed in the analysis of adding more community Police Substations, but it should be noted that we recently completed a CPA and another academy will begin this Spring.

- Implement Intergraph System and Compstat

We currently practice Preventative Policing which is similar to, but not the same as Compstat. In lieu of computer generated information that is at the foundation of Compstat, we rely on an exchange of information between units and personnel. That exchange takes place weekly and involves representatives of each Division and each Unit.

The Intergraph System is scheduled to go on-line no later than September 2007. When it is fully operational, the Department will begin utilizing the new technology to generate computer comparison statistics [Compstat]. This will allow us to track crimes more efficiently and will aid in developing strategies and 'best solutions' to crimes and trends.


- Conduct convenience store security audits

This project is underway and very soon the Crime Prevention Unit will be mailing letters to store owners inviting them to allow us the opportunity to conduct a security assessment of their business.

- Graffiti removal

The Highway Department oversees this valuable program. During the BMA meeting, discussion took place relative to adding personnel and/or equipment to better combat graffiti, and we support that recommendation.

Respectfully submitted,

  
Glenn Leidemer  
Deputy Chief





John A. Jaskolka  
*Chief*

# City of Manchester Police Department

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## Deputy Chiefs

Richard P. O'Leary  
Glenn S. Leidemer  
Gary T. Simmons

Executive Secretary  
Kim Demers

August 16, 2006

Alderman Theodore Gatsis  
CC: Committee on Traffic & Public Safety  
One City Hall Plaza  
Manchester, NH 03101

Re: Inquiries made by Alderman Gatsis regarding grant overtime and outsourcing of subpoena service.

On August 1, 2006 during the Special Meeting of the Board of Mayor and Alderman concerning crime, Alderman Gatsis made inquiry of our grant funding in relation to overtime and the perimeters associated with that funding. Additionally he requested we review outsourcing of subpoena services as well as requesting the W-2 amounts of our full-time officers.

Although Alderman Gatsis made the inquiry, the full board requested the department to provide an analysis of the suggestions and discussion at that meeting to the Committee on Traffic and Public Safety. As a result of those instructions I have included our synopsis of Alderman Gatsis request to the committee regarding subpoena outsourcing and grant overtime. Separately as a result of Alderman Gatsis request, I have provided him a copy of the W-2 amounts minus each employees name.

At present the police department has \$1,704,077.60 in outstanding grant and or funding for initiatives not covered by the budget received from the city. We have broken down the assets generally in total for each line item.

Overtime	\$371,455.39
Salaries	\$477,874.00
Benefits	\$112,598.45
Travel	\$23,455.00
Supplies	\$6,275.00
Equipment	\$419,001.84
Other	\$293,418.00
<b>TOTAL</b>	<b>\$1,704,077.60</b>

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We also broke down the overtime amounts, as they are associated with each grant, totaling the \$371,455.39.

Gang Interdiction	\$60,000	(\$10,000 max. per month for 6 months)
Street sweeper	\$73,600	
Weed N Seed	\$33,348.00	
Youth Attendant	\$43,250.00	
Justice Assistant Grant (05)	\$38,200	
Homeland Security	\$6,153.84	
Project Safe Neighborhood	\$4,203.55	
Enforce Underage drinking	\$15,075.00	
Justice Assistance Grant (06)	\$20,055.00	
Speed & Noise (city funds)	\$50,000.00	
High Intensity funds	\$24,570.00	
<b>TOTAL</b>	<b>\$371,455.00</b>	

Several grants pay for salaries of various positions within the department, which are listed below.

Grants to Encourage Arrest	\$213,382.00
MHRA	\$75,500.00
VAWA	\$75,000.00
Weed & Seed	\$77,886.00
NH Drug Task Force	\$36,600.00
<b>TOTAL</b>	<b>\$477,874.00</b>

- Grants to Encourage arrest grant pays for two Dart Officers and a Victim Advocate. ( 2 yr. grant) Additionally it pays for benefits in the amount of \$75,393.00.
  - Violence against Woman Act pays for a portion of a Domestic Violence officer and advocate.
  - Weed & Seed pays for a patrol officer and a Weed & Seed coordinator.
  - Drug Task force reimburses for our participation in the statewide initiative. That money goes to revenue.
- The funding for officers under the Grants to Encourage Arrest, VAWA and Weed & Seed totals four officers. As that grant funding diminishes or is eliminated the city will have to absorb their salaries into the budget, as they are currently not funded by the city, or the positions would not be funded.

With the exception of the funded salaries listed above the funding initiatives do not allow for additions to our compliment. The overtime funding is for additional patrols and specific functions to perform the initiative of each grant goal. We have in the past and will continue our efforts to identify funding to add to our compliment, with the approval of the BMA.

In regards to the option of outsourcing our subpoena services, I have spoken briefly with Sheriff James Hardy of the Hillsborough County Sheriff's Office. Understanding that our conversation was merely a preliminary inquiry into such service, the following was provided. Hillsborough County Sheriff Office focus a majority of their subpoena service to civil writs, however do provide some service to the Bedford Police Department. Under statue they charge \$15.00 per served subpoena, \$1.00 handling fee, and for every unsuccessful attempt made charge 45 cents / mile. (Estimate on mileage amount). The Sheriff indicated that with the number subpoenas our department attempts to serve each year would require a more comprehensive analysis to associate a cost with providing this service to our agency.



However, in 2005 our agency initiated 15,870 subpoenas. 6,813 of those subpoenas were served to officers of our agency, reflecting an in house service which would not require outsourcing. The remaining 9057 subpoenas were served to individuals, primarily civilians outside the agency. Our database is not capable of breaking down that number into served, not served and attempts, however assuming all 9057 require service, at a cost of \$15.00 per subpoena the costs for outsourcing minus mileage and handling fees would be approximately \$135,855.00.

I hope you find this summary helpful. If you have further inquiry please contact me directly so I can obtain the additional information you may require.

Respectfully submitted



Gary T. Simmons  
Deputy Chief - Administration



John A. Jaskolka  
*Chief*

# City of Manchester Police Department

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Gary T. Simmons

**Executive Secretary**  
Kim Demers

Alderman Osborne, Chairman  
Public Safety and Traffic Committee  
One City Hall Plaza  
Manchester, NH 03101

August 21, 2006

Re: Manchester Police Department's Special Initiatives/Programs

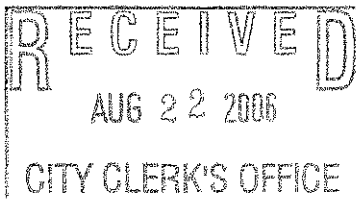
Alderman Osborne and Committee Members:

Enclosed with this letter is a listing of the special initiatives, operations and programs our agency has incorporated to augment our general law enforcement operations. The list includes statistics in some of the categories, as well as a brief description of the programs we are involved in.

Should you have any questions I would be happy to meet with you. If you prefer to call me, I can be reached at 668-8711 ext 351.

Respectfully submitted,

Capt. Gerald R. Lessard  
MPD Detective Division



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## MANCHESTER POLICE DEPARTMENT

### Special Initiatives/Programs

**Operation Streetsweeper :** (Federal Grant through U.S. Attorney's Office)

Multi-agency initiative to combat drug trafficking in community.

Participants include personnel from MPD Special Investigations Unit (SIU), the N.H. State Police Narcotics Unit and the Attorney General's Drug Task force.

Operations include undercover assignments, surveillance programs, sting operations etc.

Summary of joint operations (Streetsweeper program & MPD SIU work activities) since Jan. 1, 2006:

40 suspects arrested

- 19 search warrants executed

- Seizure of:

9 pounds of cocaine

2 pounds of crack

48 pounds of marijuana

1/2 ounce of heroin

one ounce of crystal meth and one meth lab

490 tabs of XTC

14 handguns

\$367,856 in US Currency

**NOTE:** Of particular significance is the large number of weapons seized in these operations. This volume suggests commonality of weapons possession by targeted individuals. Moreover, an additional point of interest, which cannot be measured statistically, would be the amount of violent crimes (shooting incidents) which may have been avoided as a result of these weapons being seized.

**Knock & Talk Assignments:** (Federal Grant through U.S. Attorney's Office)

Collaborative effort between MPD and NH State Police. Addresses quality of life issues, suspicious activity reports. In response to intelligence reports, direct police observations, Crimeline tips and citizen complaints identifying suspicious activity, assigned officers check listed locations. Assignments involve meeting the targeted person(s) to conduct a residence and activity check. The suspicious activity noted is investigated further and follow-up action is taken when necessary.

Summary of operations and work activities since January 1, 2006:

10 assignments detailed.

100 contacts made

76 wanted checks completed

48 field intelligence reports submitted

4 arrests made (One possession of narcotics/three juveniles arrested for attempted burglary at a local business)

Problems at 5 targeted locations confirmed solved

25

8

**Gang Detail Assignments:** (Federal Grant awarded to NHSP and worked in partnership with our agency)

The gang detail is a cooperative effort between the MPD and NHSP. It involves two separate programs. The Traffic Division Lieutenant coordinates the first phase of the program, which targets specific areas in the city for intense traffic enforcement. Troopers working along side officers are given specific enforcement assignments that are often the result of complaints received from city residents. The second phase of the program involves using MPD and SP officers assigned to two or four man cars to address gang activity and other violent crime in the city. Officers have been assigned to monitor downtown nightclubs, known or suspected gang hang outs, conduct surveillance of parks, and other task which are better addressed with a strong police presence. The program has been run for several years during the months of May, June, July and September. It is funded by a grant awarded to the NHSP. The following statistics have been compiled during the first nine weeks of this years program.

32 Arrests

153 MV Warnings Issued

206 MV Summons Issued

97 Field Cards

92 MV Stops

8 City Ordinance Violations

385 Contacts with Citizens.

**Weed and Seed Operations:** (A Federally funded program offered through the Community Capacity Development Office and overseen by the U.S. Attorney's Office)  
The program is a collaborative effort between the police and social service organizations to promote comprehensive strategies to reduce crime and revitalize communities.  
Program restricted to designated sections of the community.

**W&S Anti-Prostitution Details:** (Undercover sting operations, surveillance and uniformed officer arrest teams enforcing prostitution statutes-both prostitutes and Johns arrested)

2006 statistics to date:

13 Arrests

**W&S Anti-Graffiti Details:** (anti-graffiti/gang detail, objective to identify persons involved in criminal mischief in the W&S area targeting graffiti and gang related activity  
The detail began on 6-29-06) Statistics to date:

5 shifts worked

15 Field Cards

6 arrests (trespassing, alcohol, DOC)

29 graffiti tags identified

8

24



**W& S Domestic Violence Component/Programs:** (Subpoena service assignments, D.V. Outreach details)  
Statistics since January 1, 2006:

31 shifts worked  
17 Arrests  
34 subpoenas served, 93 attempts at service  
40 wanted checks

**Project Safe Neighborhood:** (Federal Grant through U.S. Attorney's Office)  
Program focuses on youth contacts. Home visits targeting youths in the juvenile justice system whom have possessed or have propensity to possess weapons. Educational approach used, enforcement initiatives applied when needs arise. Program is a joint effort between the State of NH Juvenile Justice Service Providers/ Juv. Probation Officers)  
2006 statistics to date:

52 Home visits conducted

**Juvenile Offender Locator Program:**

Joint effort between the State of NH Juvenile Justice Service Providers/ Juv. Probation Officers)  
Unannounced home visits made at residents of youth on probationary supervision-Court order compliance checks made.  
2006 statistics to date:

463 JOLT checks completed  
304 of these checks found the child in compliance  
62 not in compliance  
97 occasions – no one was home

**Traffic and or Patrol Division Initiatives**

**Noise Enforcement Details:** (City funded initiative)  
Focus of program is to address noise and quality-of-life issues in the community  
2006 statistics to date:

304 MV stops  
188 warnings  
124 summons  
79 city ordinance summons  
18 arrests

**Speed Enforcement Details:** (City funded initiative)  
General speed enforcement and MV violation enforcement program  
2006 statistics to date:

495 MV stops  
167 warnings  
325 MV summons  
5 arrests

**Route 101 Speed Enforcement program July 2006:** (NH Highway Safety Grant)  
General speed enforcement and MV violation enforcement program-specific target area  
2006 statistics to date:

47 MV stops  
19 warnings  
28 MV summons  
1 arrest

**Sobriety Checkpoint Details:** (NH Highway Safety Grant)  
Impaired driver prevention/enforcement program  
2006 statistics to date:

278 MV stops  
19 MV summons  
12 subjects given field sobriety tests  
5 arrests

**DWI Patrols:** (NH Highway Safety Grant)  
Impaired driver prevention/enforcement program  
2006 statistics to date:

10-4hr patrols  
35 MV stops  
11 MV warnings  
22 MV summons  
8 arrests

**Operation Safe Streets:** (In-house program, not grant funded)  
General MV violation enforcement program  
2006 statistics to date:

892 MV stops  
302 warnings  
590 Summons  
16 arrests

**High Intensity High Visibility Detail:** (Grant funded through U.S. Attorney's Office)  
Recently initiated program-start date: August 12, 2006



Program Objectives: To target violent crime, illegal drug activity, illegal weapon activity and quality of life issues in the City of Manchester through High Visibility Patrol Operations. This initiative is a collaborative effort between the MPD, the NH Dept. of Corrections, Probation and Parole Division and the Hillsborough County Sheriff's Dept. Three four-man patrol units (two MPD Offs. one Probation Off. & one Hills. County Sheriff's Deputy in each unit) target specific areas of the city on Thursday, Friday and Saturday evenings. Through this program we are able to deploy twelve sworn law enforcement officers to address critical issues.

**Preventative Policing Program:** (In-house program, not grant funded)

A collaborative effort between MPD division supervisors and personnel whereby crime trends are reviewed at a weekly meeting chaired by the Deputy Chief of Patrol. Strategies and operational plans are discussed and implemented at the weekly meeting with goals to address the stated problems and areas of concern.

**Directed Patrols:** (In-house program, not grant funded)

Related to the Preventative Policing Program, but on a smaller scale this initiative addresses other quality of life issues/complaints and special attention requests and makes allowances for shift supervisors to direct personnel to engage in special assignments and enforcement efforts.

**Multi-Agency Collaboration Efforts:** (In-house program, majority not grant funded)

Ongoing collaborative programs with State, County and Federal agencies in place to augment MPD's work effectiveness.

- In House Alcohol Tobacco and Firearms (ATF) agent assigned to MPD, works out of office in Detectives.
- Joint Terrorism Task Force Officer (JTTF); One Detective assigned to work with FBI.
- FBI, separate from JTTF, FBI agents routinely work with investigators on investigations such as bank robberies, fraud cases etc.
- Immigration and Custom Enforcement (ICE) Agents in community provide intel. and work with officers on increasing basis.
- Federal Probation and Parole/State Probation and Parole as well as State Juvenile Probation and Parole-Officers routinely work with representatives of these organizations executing warrant checks and court compliance checks.
- Hillsborough County Attorney's Office, liaison programs in effect.
- United States Attorney's Office, liaison programs in effect.
- MPD partnership with Internet Crimes Against Children Organization (ICAC)-grant funded. Internet Crimes Against Children (ICAC) is a new project designed to combat child porn, child luring, other internet related crimes, and processing 'electronic crime scenes.'
- YWCA Crisis Service, in partnership with MPD, involved in programs to assist victims of domestic assault and sexual violence- partially funded by grants.

**Recent program completed** (High Intensity High Visibility Detail-Federally funded program)

Collaborative effort, teams of Local, State, County and Federal officers worked various assignments.

Program Objectives: To target violent crime, illegal drug activity, illegal weapon activity and quality of life issues in the City of Manchester through High Visibility Patrol Operations.

**Phase One Statistics: 16 Arrests:** Conducted December 15, 2005. A multi agency round up of subjects wanted on Federal and State drug sales warrants. A total of ten subjects were arrested on 12/15/05.

Between 12/16/05 and 02/25/06, six additional subjects were arrested stemming from the remaining Federal and State drug sales warrants.

**Phase Two:** Conducted for a period of seven weeks, from January 11, 2006 to February 25, 2006.

**Phase Two Program Statistics:**

- 29 Arrests
- 31 MV Summonses
- 54 MV Warnings
- 55 Field Cards
- 5 City Ordinance Viol.
- 25 Knock & Talk Assignments
- 453 Contacts
- 14 Seized Weapons

**Proposed Assignment:** (Recent submittal of grant to Federal Govt. Project Safe Neighborhood-U.S. Attorney's Office)

Submitted grant application to cover costs of running multi-agency assignments/patrols

**NOTE:** This initiative is pending approval/grant award

**High Intensity Anti-Gang Law Enforcement Operations (HALO Unit)**

Patrols will be in operation for both Friday and Saturday evenings between 2130 and 0230 hours. Each night will have two teams consisting of personnel from various components of the Manchester Law Enforcement community (Local, State and County). HALO teams will include a member of the MPD, one of which will be the overall operations supervisor. They will appear as follows:

**Team A**

MPD Supervisor  
Probation/Parole Officer

**Team B**

MPD Officer  
Probation/Parole Officer

8

30

NH State Trooper  
Hillsborough County Sheriff's Deputy

NH State Trooper  
Hillsborough County Sheriff's Deputy

**Goals, Objectives, and Performance Measures**

**Goal:** Create an environment that is hostile toward unlawful gang operations by deploying teams of multi-jurisdictional and multi-discipline law enforcement professionals whose efforts will be expected to drive gangs out of the community by both the arrest and prosecution of offenders or by increasing the likelihood of detection and stoppage of unlawful gang business activities and expansion.

**Proposed Assignment:** (Recent submittal of grant to Federal Govt.-US Dept. of Justice, Office of Comprehensive Sexual Offender Management Project)

The Sex Offender Compliance Grant has been submitted to the federal government for approval. This will concern home visits of sex offenders to make certain of their compliance with registry requirements. Pending award of this competitive grant, the project will be administered in the Juvenile Unit. The value of this grant is anticipated to be \$30,763.20. Operation plans and program logistics in progress, pending grant award.

3/21/06 - Tabled -  
Fire to report  
back at future

Alderman O'Neil asked are any of these time sensitive that if we don't get  
approved for the budget process we are going to have to wait an entire year. <sup>Intg.</sup> 5/16/06 - Remains  
tabled.

Mr. Clougherty answered some of them may be that is why we are here before you  
tonight asking to try and move it.

Chairman Osborne called for a vote. There being none opposed, the motion  
carried.

St on  
Ext  
gala  
Alderman O'Neil stated I have two quick things. Under new business at the last  
full Board meeting I brought up a couple of issues related to the storm and all of  
this addresses public safety so maybe it could be reported back to us. Was the  
emergency center opened and if it was what type of services and coordination was  
it providing and secondly I think there was a significant issue with street closures  
where the utilities were making decisions without consulting the Police  
Department and in some cases they let police officers go from the detail and  
streets remained closed for a significant amount of hours after that. Those are two  
things related to the storm that I think would be appropriate for this Committee to  
address. The second thing I brought up...I have a personal concern that the police  
officers are making a decision do I work a construction detail for four hours with  
little or no headaches or do I work a bar deal in some of these clubs where we  
have problems where I am going to be possibly making an arrest. I guess what is  
happening based on the rate of pay being the same for either detail is the police  
officers are taking the construction details and we may not be filling all of the club  
details that we really need to and we may have to come up with a rate for the clubs  
and nightclubs that is separate from the other detail.

Chairman Osborne asked is that your recommendation.

Alderman O'Neil answered sometime I would like to see us have a discussion  
about those things. I don't think I need to make a motion. Can we get them on the  
next agenda?

Deputy Clerk Normand stated I will take care of it.

There being no further business, on motion of Alderman Shea, duly seconded by  
Alderman O'Neil it was voted to adjourn.

A True Record. Attest.

Clerk of Committee

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*Finance Department  
6/20/06  
Public Safety & Traffic*

# ORGANIZATION AND ADMINISTRATION

Recommendation Number	Recommendation	Action	Status
No. 1	The BMA should assign responsibility for managing the transition of reorganization to one department.	Transition plan adopted by the BMA on June 12, 2006. Parking is placed under the direction of the Economic Development Director	Complete
No. 2	The BMA should authorize the hiring of a Parking Manager.	Job classification approved by the BMA. Position has been advertised.	Awaiting applications
No. 3	The BMA should authorize the City to retain a qualified parking consultant to develop the Implementation Plan.	May use LMG on pay station RFP review and Parking Manager interviews.	Pending
No. 4	The BMA should adopt the parking organization described above in this report subject to refinements in the Implementation Phase.	Reorganization and establishment of a Parking enterprise completed as part of the FY 07 budget amending ordinances 70.44-70.46	Complete
No. 5	The BMA should adopt a policy that the reorganized parking system will achieve a self-supporting level of financial stability.	Reorganization and establishment of a Parking enterprise completed as part of the FY 07 budget.	Complete
No. 6	The BMA should recognize and adopt the following policy guidelines as part of the PMP:		
	1. Strategy in future lease negotiations or renewals should come from the Implementation Phase.		
	2. Efforts should be made to ensure that every commitment made by the City moves it one-step closer to achievement of its long-term goals.		

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ORGANIZATION AND ADMINISTRATION (continued)

Recommendation Number	Recommendation	Action	Status
No. 6 (cont.)	<p>3. Tactical matters should fall to the parking department head. Issues specifically negotiated in the leases such as rates, operation, availability and reservation for future use should be managed within the context of the system.</p> <p>4. Ownership should be the goal, not leasehold. If a public private partnership is considered important to support the development of a specific project or to attract a specific tenant, the City should consider options such as condominium ownership of the spaces and support of the underlying construction debt.</p>		
	<p>5. Great care should be exercised to keep from committing large blocks of spaces to a single property or business owner. This can cause great difficulty in future efforts to obtain financing.</p> <p>6. Lease terms should be limited to short periods with opportunities for renewal at market rate terms.</p> <p>7. Separate rate structures should be developed for intergovernmental relationships.</p>		
No. 7	The BMA should immediately look to assess the need for the parking spaces leased from Wall Street. This effort should be coordinated through the new Parking Manager or the consultant during the implementation phase, if the Manager is not brought on board within 180 days.		



ORGANIZATION AND ADMINISTRATION (continued)

Recommendation Number	Recommendation	Action	Status
No. 8	Adopt Action Items in Table 21. (See Table 21 attached)	Items 1-4 on Table 21 were addressed as part of the FY 07 budget. Eight PCO's were budgeted and included as a component of the Parking Enterprise fund	Partially complete. Balance of Table 21 referred to Parking Manager
No. 9	Integrate parking planning reviews in the planning and zoning review and approval process in the CBD and AMX districts. The City (Parking Office) should update and revise, as necessary, the current City ordinances related to parking requirements, as well as develop new policy guidelines and requirements and parking study guidelines as part of the Implementation Phase.		

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## PARKING AND ENFORCEMENT

Recommendation Number	Recommendation	Action	Status
No. 10	The BMA should relegate recommendations on enforcement needs, including staffing and equipment, to the Implementation Phase.		
No. 11	A target vacancy rate of 80 percent is recommended by LMCG and should be approved by The BMA as part of the PMP.		
No. 12	The BMA should authorize a feasibility analysis of contracting with a private operator for short-term operation and management of the on-street parking during the Implementation Phase.		
No. 13	Based on the previous discussions, the BMA should adopt the following strategies as part of the PMP:		
	1. Offer to negotiate a reduction of parking requirements for development projects that incorporate parking structures rather than parking lots;		
	2. Offer density bonuses to projects that incorporate parking structures rather than parking lots;		
	3. Endorse mixed-use facilities where feasible to reduce the cost of parking and increase the revenue stream used to pay for the structure. Commercial lease rates are greater on a per foot basis than what can be generated from a parking space;		

**PARKING AND ENFORCEMENT (continued)**

Recommendation Number	Recommendation	Action	Status
No. 13 (cont.)	4. During the Implementation Phase, authorize the potential to use TIF funding for financing the cost to construct parking structures (if shown to be needed).		
	5. Entertain sale-leaseback agreements to identify the specific parameters and benefits to the City.		

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# RATES AND TECHNOLOGY

Recommendation Number	Recommendation	Action	Status
No. 14	The BMA should authorize the adoption of the rates shown in Table 22 as a maximum. It should be at the direction of the Parking Office to implement at its discretion (without additional authorization by the BMA) based on achieving goals in the PMP. The rate tables should be updated every year and should identify the anticipated rates for the next three to five years; by year. <b>The first "Rate" column is existing rate; the second "Rate" column is maximum rate over 3 to 5 year period.</b>		
No. 15	An increase in the vehicle registration fees should be approved by the BMA as a source of additional revenue to support the parking system reorganization. The need will be documented and if warranted, the amount of the increase will be proposed as part of the Implementation Phase.	Rate increase included as part of the FY 07 budget	Resolution adoption pending
No. 16	The BMA should direct the City to standardize the enforcement times for on-street paid parking. On-street paid parking in retail, commercial, dining and entertainment areas should be in effect and enforced from 8am to 10pm Monday through Saturday and 11am to 4pm on Sundays. Off-street paid parking should follow the same hours of operations and enforcement. An overlay district should be developed for the Arena area to ensure that paid parking is provided. New meter technology will provide ability to charge event parking differently from regular parking.		
No. 17	The BMA should approve the adoption of a "forgiveness" ticket policy that reduces but does not dismiss a ticket issued in the downtown area. The specifics will be identified in the financial and operations plan as part of the reorganization presented in the Implementation Phase.		

# RATES AND TECHNOLOGY (continued)

Recommendation Number	Recommendation	Action	Status
No. 18	The BMA should approve the replacement of off-street meters in surface lots with pay by space or pay and display machines. The effectiveness of the technology would be evaluated before the program is moved to on-street locations (see recommendation for Elm Street demonstration project).	FY 07 budget includes \$1M for pay and display machines	RFP has been issued. Responses are due back to the City on July 7, 2006
No. 19	The BMA should authorize a detailed study in the Implementation Phase to evaluate, cost, develop a finance plan, acquire, and install all new technology system-wide.		
No. 20	The BMA should direct the Parking Department to immediately begin investigating the applicable technology to replace the mechanical meters. This recommendation should be completed as a priority in the Implementation Phase.	FY 07 budget includes \$1M for pay and display machines	RFP has been issued. Responses are due back to the City on July 7, 2006

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## PERMITS

Recommendation Number	Recommendation	Action	Status
No. 21	The BMA should direct the appropriate City department(s) to stop issuing new permits and sunset the current practice of issuing permits over a maximum 90-day period (the shorter timeframe, the better). A new written policy should be adopted and implemented during this timeframe.		
No. 22	At such time as feasible, and in concert with the previous recommendation, the issuance of parking permits should be managed through real-time reports by the Parking Office. Purchasers of permits who are not active users of the system will be expunged and relegated to the lowest priority on the waiting list.		
No. 23	The BMA should direct the appropriate City department(s) to sunset the current residential permit parking practice and implement a policy statement on issuance of residential permits including the list provided below. The Policy should be subject to change based on parking conditions over time.		
No. 24	The BMA should authorize the City to revise the residential permit parking ordinance so that the requirement for the applicant to hold a "valid State of New Hampshire" license is revised to "valid driver's license".		
No. 25	The BMA should authorize the creation of one residential parking zone covering the AMX and CBD zoning districts.		

PERMITS (continued)

Recommendation Number	Recommendation	Action	Status
No. 26	The BMA should require the City to enact a moratorium on issuance of new permits in high demand lots and garages. When in the best interest of all parties, parkers should be directed to private lots where capacity exists. The City should facilitate this negotiation between developers and parking facility owners.		
No. 27	The BMA should direct the City (Parking Office) to post "no permit parking allowed" in specific on-street parking locations at the north end of Commercial Street to preserve on-street parking capacity for commercial and retail businesses that depend on on-street parking for their customers. The signs may also require restrictions during certain times, for instance from 9am to 5pm, when the on-street supply is fully usurped by permit parkers.		
No. 28	The BMA should direct the City to initiate the planning, design, and implementation of the Arms Street Lot controlled permit parking plan as discussed in this report.		

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VALET PARKING

Recommendation Number	Recommendation	Action	Status
No. 29	The BMA should direct the Parking Office to establish and enact a policy for creation of individual valet parking zones for specific businesses. The City should also support, encourage, and facilitate the creation of a larger zone based valet parking service managed by the private sector.		



# PARKING EXPANSION

Recommendation Number	Recommendation	Action	Status
No. 30	The BMA should direct the City to obtain an appraisal for the garage (already in-progress) and negotiate a sale of the CNH garage to the owners of the hotel and convention center.	The sale of the CNH parking garage was completed in January	Complete
No. 31	The BMA should approve the issuance of an RFQ to enter into one or more development projects with private sector proposers for the development into one or more development projects with private sector proposers for the development of mixed-use projects and public parking in the Arena and ballpark subareas		
No. 32	The BMA should direct the City to enter into negotiations to sell the Granite Street Lot to the owner(s) of the adjacent Millyard Building.	City has received proposal on lot. P&S has been drafted	Pending final approval by the BMA
No. 33	The BMA should direct the City to enter into negotiations to sell the Seal Tanning Lot to the owner(s) of the adjacent Millyard Building owner.	City has received proposal on lot. P&S has been drafted	Pending final approval by the BMA
No. 34	The BMA should direct the City to develop a financing and development plan for the planning, design and construction of a three-bay, five level parking structure on the Bedford lot as soon as reasonably possible.		
No. 35	The City in conjunction with the Parking Department should investigate the options and costs related to constructing remote parking along Commercial Street and serving that parking with a shuttle.		

17  
PARKING EXPANSION (continued)

Recommendation Number	Recommendation	Action	Status
No. 36	All development proposals should provide sufficient parking to meet the parking needs of the project plus replace any loss in parking that may impact the availability of the parking supply to other users in the service area of the parking lot. This finding should be determined through a shared parking study/analysis conducted by the developer per the direction of the City.		
No. 37	The BMA should direct the City to prepare and adopt shared parking study approach for use by the developer in such cases as part of the Implementation Phase.		
No. 38	The BMA should adopt a policy regarding the evaluation of new development proposals as an opportunity to implement the PMP. This opportunity could be varied, from jointly developing and expanding the public parking component, to condominiumization, sale/leaseback, management plans, or other collaborations that benefits the City and the developer, development and/or the economy.		
No. 39	The BMA should direct the City to initiate the planning, design, and implementation of at least two cross-street linear parking lots.	Market Street and Middle Street have been reviewed for linear parking.	Report has been made to the Committee on Public Safety and Traffic. Action pending.

Table 21 – Enforcement Observations and Actions

Item	Observation	Impact or Comments	Action	Benefit
1	Police Officers are diverted from the Police Department's core mission - Public Safety.	Police Officers should focus on Public Safety not parking control.	Provide an adequate number of PCOs.	Increased focus on provision of Public Safety by current Officers.
2	Parking control is a secondary task for Police Officers. City gains ability to modify parking behavior consistent with Parking Office objectives.	Parking control is not consistent and therefore, by design, will not consistently be aligned with management objectives of the Parking Office.	Assign PCOs to the Parking Office.	City gains ability to modify parking behavior consistent with Parking Office objectives.
3	Police Officers do not have adequate technology.	Increased costs for processing, tracking tickets more difficult, no clear reporting systems, and no data output to assist in management practices.	Implement adequate technology including software, hardware, policies, objectives, plus items 1 and 2.	Reduced administrative costs, immediate feedback on parking behavior, increased fines revenue, more "City Ambassadors" on the street and available to community.
4	Four PCOs not adequate to cover Citywide-parking system. Need additional PCOs.	Inconsistent management, abuse of the system, loss of available parking for intended users. Overtime must be paid for parking control for Verizon Wireless Arena and Fisher Cat events. They need more people, not more vehicles. They need to be assigned to territories and driven to their territory in the morning. Their territories should be rotated.	Hire an adequate number of PCOs given the geographic boundaries, parking inventory, and job description. Provide on-going training through industry certification programs. Review and add enforcement vehicles as needed.	Increased efficiencies in the system citywide. Increased moral by PCOs. Ability of City to manage PCOs and assigned routes. Can adequately benchmark PCO activity and make changes when necessary. Increased revenue and increased accessibility of the parking system by intended users.
5	One person responsible for booting of scofflaws. Lack of adequate technology to identify booters, react timely enough to actually boot them, and then track through the payment process. Hit and miss approach to identifying and booting scofflaws.	A backlog of approximately 900 vehicles. Scofflaws will increase since the "threat to boot" will be largely ignored. This can have a huge impact on the number of available short-term parking spaces available, especially downtown. Costs are higher than required because of inefficiencies. The impact of this cost is much higher than for ordinary fines processing since there is ultimately, minimal revenue collected from scofflaws.	Outsource activity through existing towing contracts the City already has. Upload and maintain dynamic scofflaw database list in PCO ticket writing equipment which will allow immediate identification of scofflaws - so booting can be enacted. Enact a revised towing ordinance.	Increase compliance with management practices. Elimination of chronic abuser's can effectively increase the number of spaces available to intended users - especially in the CBD Elm Street corridor. Increased fines revenue.

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Table 21 – Enforcement Observations and Actions (continued)

Item	Observation	Impact or Comments	Action	Benefit
6	Backlog of violations.	Statute of limitations exceeded, court cases dismissed and valuable internal personnel resources lost that could be directed in more effective activities. Consider requesting changes to state law that attaches unpaid fines to State vehicle registration and/or license renewals.	See item 1, 2 and 3. The fines ordinance should be revised so those summonses are issued. A summons does not expire.	Increased efficiencies within City government increased parking management compliance, abuse of parking system reduced. Revenue increased and costs reduced.
7	No current access to parking violations data, parking use, or problems with on-street parking.	Lack of ability to react to changes in behavior, direct parkers to available parking, enforce parking or resolve issues in real-time.	See item 3.	See items 2, 3, 4, 5 and 6.
8	Current technology including computer equipment, software, ticket writing, and communications are inadequate and/or obsolete.	Lost labor hours, increased costs, lack of control over achieving objectives, increased frustration by staff. Lack of ability to upgrade current equipment.	See item 3.	See items 2, 3, 4, 5 and 6.

Table 22 – Parking Fees and Fines

Type	Hourly	Existing Rate	Maximum Rate
Premium	Average on-street meter cost	\$0.50	\$0.75
Premium	Average attended cost per ½ hour	\$0.25	\$0.60
Premium	Average off-street hourly	\$0.50	\$0.75
Flex-Park	Average on- and off-street hourly	Not applicable	\$0.45
Flex-Park	Average per use (one entry/one exit)	Not applicable	\$3.50
Daily	Average daily maximum	\$7.00	\$7.00
Type	Permits	Monthly	Monthly
Unrestricted	Average off-street cost for 24/7 access	\$70.00 to \$72.50	\$100.00
Restricted A	Average off-street costs for 24/7 entry before 5pm	Not applicable	\$66.00
Restricted B	Residential off-street permit 6 pm to 8 am	Not applicable	\$30.00
Restricted C	Residential on-street permit 6 pm to 8 am	Not applicable	\$35.00
	Fines	Per Ticket	Per Ticket
	Overtime Parking	\$10.00	\$10.00
	2 hour discount for early pay	Not applicable	\$5.00



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Claire P. Monier



Heritage  
United Way



EQUAL HOUSING LENDER

July 25, 2006

Alderman Mike Lopez  
191 Woodbury St.  
Manchester, NH 03102

Dear Mike:

Above all, it's a question of fairness. Why should some city residents be denied free parking in front of their own homes, while other residents are allowed to do so?

I refer specifically to the plight of Manchester Neighborhood Housing Services residents at our Renaissance MM property, located at 3-7 Dow St. and 1382-1414 Elm St., and the adjacent Renaissance V property, located at 1426-1470 Elm St.

The increasing need for parking is, of course, a city-wide issue, but as you know, there is an acute need downtown, especially for downtown residents.

Given that Renaissance MM and Renaissance V comprise all but a fraction of the entire Dow Street-to-Langton Street block on the west side of Elm Street, it seems reasonable that the 16 parking spaces spanning the block should be available to residents free of charge.

It is my understanding that resident parking permits, which allow residents to park at metered spaces for free, are not currently available to Renaissance MM and Renaissance V residents because the Dow-to-Langton block of Elm Street is part of the City's Central Business District. In reality, however, this block is decidedly residential, housing only one business, A Joyful Treasure, a small group shop, at 1480 Elm St. (which has parking in the rear of the building).

There are businesses located across the street, on the east side of Elm, though it should be noted that the opposite block also has on-street parking spaces, as well as larger parking lots behind the buildings. It is unlikely any surrounding businesses would be inconvenienced by the loss of the 16 spaces mentioned above.

While it is true that making the above-mentioned 16 spaces available free of charge to the residents of Renaissance MM and Renaissance V would not completely solve their parking dilemma, it would certainly help matters a good deal.

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Sylvio L. Dupuis, O.D.  
David Goodwin  
Fred B. Kfoury, Jr.  
Claire P. Monier

Thank you for your consideration of this proposal. As you're a member of both the Board of Mayor and Aldermen and the MNHS Board of Directors, I look forward to hearing your thoughts on the matter and discussing it with you further in the near future.

If there is anything else I can do to facilitate this request, including the creation of a resident petition or discussing the proposal with abutters, other neighbors or City staff, please do not hesitate to contact me.

Regards,

Will Stewart  
Community Services Specialist



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